



Fiscal Year 2016 Delivery System Health Information Investment (DSHII) Supplemental Funding Opportunity Technical Assistance Webinar

Funding Opportunity Number: HRSA-16-191

Technical Assistance Website:
<http://bphc.hrsa.gov/programopportunities/fundingopportunities/DSHII/index.html>



HRSA
Health Resources & Services Administration

INTRODUCTION

Primary Care Mission and Strategies

Improving the health of the Nation's underserved communities and vulnerable populations by assuring access to comprehensive, culturally competent, quality primary health care services.



**Increase access to
primary health
care services**



**Modernize
primary care
infrastructure and
delivery system**



**Improve health
outcomes and
health equity**



**Promote
performance-
driven, innovative
organizations**

Increase Value of Health Center Program

Health Center Program – EHR Adoption

Challenges/Opportunities:

- Using Health IT to support clinical integration and coordination
- Health Information Exchange
- Patient Engagement
- Use of Health IT to capture and act upon social determinants of health
- 77% of Health Centers use one of 5 vendors
- Reporting performance data on full universe of patients vs chart audits/sampling

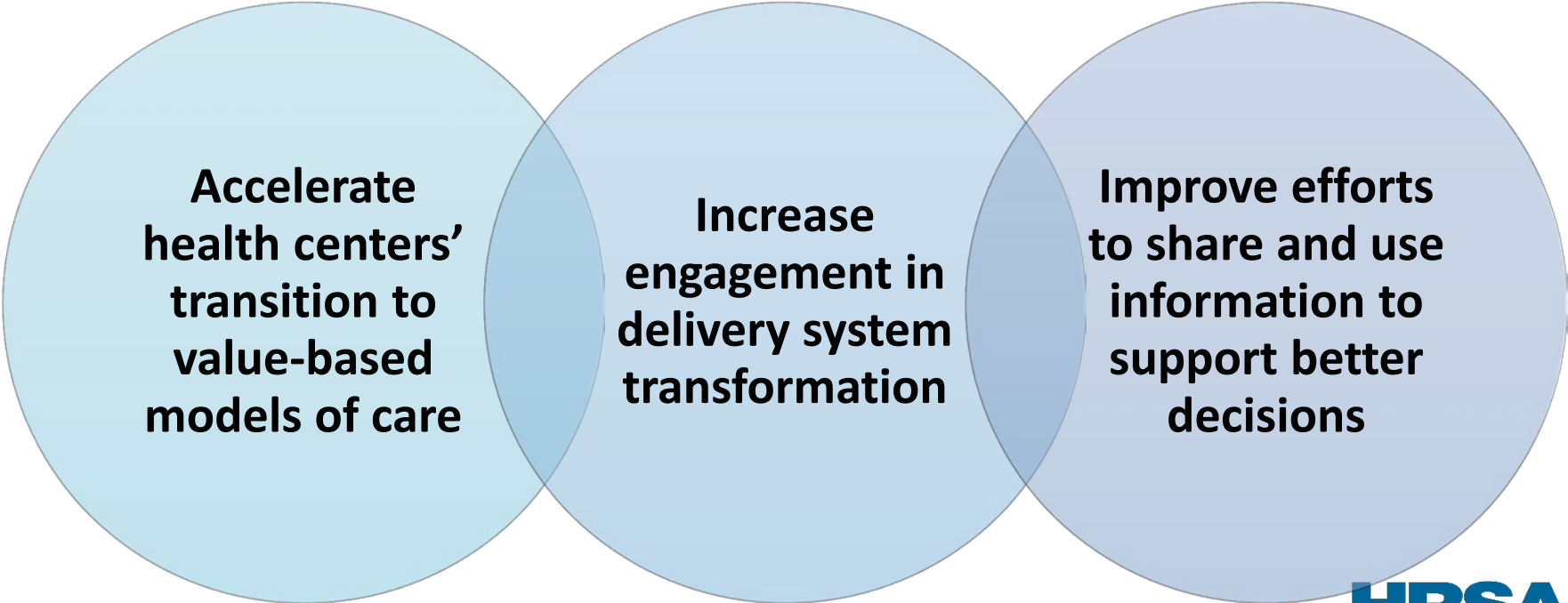
HIT Enabled Quality Improvement



FUNDING OPPORTUNITY OVERVIEW

Purpose

DSHII funding will provide one-time support for strategic investments in health information technology (health IT) enhancements to:



**Accelerate
health centers'
transition to
value-based
models of care**

**Increase
engagement in
delivery system
transformation**

**Improve efforts
to share and use
information to
support better
decisions**

Summary of Funding

- **Funding:**

- Approximately \$90 million in total funding through formula-based supplements.
- Eligible health centers may apply for up to a maximum amount of funding based upon patients served in 2015, as reported in the Uniform Data System (UDS).

- **Timeline:**

- Applications available in EHB on **June 20, 2016.**
- Applications due in EHB on **July 20, 2016 at 5 p.m. EST.**
- Awards will be announced in **September 2016.**
- DSHI supplemental funding must be expended within 12 months of award.

Eligibility

- **Organizations receiving Health Center Program operational grant funding at the time of the DSHII funding opportunity release are eligible to apply.**
 - On June 20, HRSA notified each eligible health center about the availability of the DSHII supplemental funding application via EHB email.
 - Contact bphcdshii@hrsa.gov if you cannot locate the email.

Funding Methodology

- **Maximum funding request amounts per applicant are based on each eligible health center's 2015 Uniform Data System (UDS) report.**
- **The DSHII funding formula is as follows:**
 - A base amount of \$40,000, plus
 - An additional \$1.00 per health center patient, plus
 - An additional \$2.00 per health center uninsured patient.
- **Depending on the number of approvable applications, HRSA may adjust award amounts consistent with funds available for this supplemental funding opportunity.**

APPLICATION REQUIREMENTS

Health IT Decision Support

- Applicants should identify uses for DSHI funding that will best position them to (independently and in partnership with other providers) achieve the outcomes associated with delivery system transformation.
- The following resources are available:
 - Health IT Resources and Tools List
 - Health Center Controlled Network Guide (known as ‘The Network Guide’)
 - State Primary Care Associations (PCA)
 - Health Center Controlled Networks (HCCN)
- Additional details are included on slide 31.

Activity Categories

- **Applicants must propose to use DSHI funds on activities from one or more of the following Activity Categories:**
 1. Equipment and Supplies Purchase
(Required if the health center does not have a certified Electronic Health Record (EHR) in use at any site)
 2. Health Information System Enhancements
 3. Training
 4. Data Aggregation, Analytics, and Data Quality Improvement Activities
- **Applicants must indicate if the proposed activities will enhance telehealth services in the Project Overview Form.**

EHR Status

- If an applicant does not have an **ONC-certified EHR in use at any site** per the 2015 UDS report, the applicant must propose to use all or a majority of DSHII funds to install a certified EHR by:
 - Selecting Activity Category 1 on the Project Overview Form, and
 - Requesting appropriate funding in the Budget Justification Narrative
- **Applicants that do not have an ONC-certified EHR installed at all sites and in use by all providers are encouraged to consider expanding EHR adoption across their clinical sites via DSHII funding.**
 - Note: Health centers that implemented a certified EHR after December 2015 should include details about this update in the Project Narrative and may elect to use their funding in other Activity Categories, as desired.

Example Eligible Activities (1/2)

1. Equipment and Supplies Purchase

- Servers or expanded server capacity to provide data storage
- Fiber optics lines to support connectivity to external data recovery sites that host health centers' health IT systems (e.g., health information exchange)
- Health IT hardware and software systems (e.g., ONC-certified EHR or upgrades to achieve a certified system)

2. Health Information System Enhancements

- Develop or modify clinical and operational workflows
- Integrate clinical decision support tools into EHRs
- EHR enhancements to support integration of data from multiple clinical services or documentation of telehealth patient encounters
- Support interoperability and health information exchange with clinical, operational, and public health partners

Example Eligible Activities (2/2)

3. Training

- Train providers and staff to implement and optimize use of health IT improvements

4. Data Aggregation, Analytics, and Data Quality Improvement Activities

- EHR modifications or implementation of data aggregation tools that will improve data quality, aggregation, and analytic capacity
- Reporting software and/or modification of health IT that will generate performance reports to guide quality improvement and population health management
- Data warehousing capabilities that will link clinical data with financial and human resources data

Proposal Requirements

- **Proposals must demonstrate how the supplemental funding request will support health IT enhancements.**
- **Health centers should describe how they will use resources to:**
 - Strategically build capabilities and
 - Align systems with:
 - HHS goals of better care, smarter spending, and healthier people, and
 - Transformations taking place in the health center and in the local, state or other health systems within which the health center operates.
- **The proposed activities must fall under one or more of the Activity Categories.**

Unallowable Costs

- **Unallowable costs include:**
 - Direct hire personnel costs, i.e., salary and fringe benefits (note that support for contracted staff for up to 12 months is allowable);
 - Costs associated with the provision of primary health care services;
 - Purchase or upgrade of an EHR that is not ONC-certified;
 - Construction, including minor alterations and renovation;
 - Costs associated with the installation of equipment purchased with one-time DSHII funds (e.g., installation of a fiber optics line); and/or
 - Facility, land, or vehicle purchases.
- **Funding may not supplant other resources (federal, state, local, or private).**
- **Applicants may not add, delete, consolidate, or relocate sites as part of the application.**

Post Award Reporting Requirements

- Award recipients will be required to report progress on and impact of the health IT enhancements supported by the one-time DSHII award in future Budget Period Progress Report (BPR) Non-Competing Continuation (NCC) submissions.
- No DSHII-specific reports will be required.

Participant Response Question 1

Answer: A and B.

Which of the following are allowable uses of DSHII supplemental funding?
Select all that apply.

- A. Contract with a consultant to train providers and staff on use of new data aggregation tools**
- B. Purchase videoconferencing equipment to expand telehealth services**
- C. Hire a part-time behavioral health provider to increase access to services offered using telehealth technology
- D. Purchase EHR system that is not ONC-certified
- E. Purchase and install fiber optics lines
- F. All of the above

APPLICATION PROCESS AND CONTENT

Application Components

- **Budget-Related Sections:**
 - SF-424 Basic Information Form (Parts 1 and 2)
 - SF-424 Budget Information Form
 - Budget Justification Narrative
 - Federal Object Class Categories Form
- **Equipment List Form (as applicable)**
- **Project Overview Form**

SF-424 Basic Information Form

- Complete Part 1 and Part 2.
- Only the fields marked as ***required** must be completed.
- Enter 09/01/2016 to 8/31/2017 for the Proposed Project Period.
- Includes requirement to upload a Project Description/Abstract as an attachment.
 - Briefly summarize the proposed health IT enhancements, specifically referencing the selected Activity Categories and proposed outcomes in a single-spaced document limited to one page in length.

SF-424 Budget Information Form (1/2)

- **The SF-424 Budget Information section is where you will first enter your DSHI funding request.**
- **The funding request may not be greater than the maximum eligible amount for your organization.**
 - Funding must be requested in the same special population funding proportion(s) as the existing Health Center Program operational grant (i.e., CHC, HCH, MHC, PHPC).
 - HRSA provided the funding split proportion in the application notification email sent June 20, 2016.

SF-424 Budget Information Form (2/2)

Section A - Budget Summary 2 Update

Grant Program Function or Activity	CFDA Number	Estimated Unobligated Funds		New or Revised Budget		
		Federal	Non-Federal	Federal	Non-Federal	Total
Health Care for the Homeless	93.224	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Update Sub Program 1	Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Section C - Non Federal Resources Update

Grant Program Function or Activity	Applicant	State	Local	Other	Program Income	Total
Health Care for the Homeless	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Go to Previous Page Save 3 Save and Continue

- In Section A, enter the federal and non-federal costs (if any) for the 12 month funding period (9/1/2016 – 8/31/2017) for each currently funded special population.
- Complete Section C if applicable.

Budget Justification Narrative (1/2)

- **Include a line-item budget and narrative justification for the 12 month funding period (9/1/2016 – 8/31/2017).**
 - Upload as an attachment.
- **Provide sufficient information to demonstrate that costs are reasonable and necessary for the proposed project.**
 - Include federal and non-federal costs (if any). The federal amount refers only to the FY 2016 DSHII supplemental funding requested.

Budget Justification Narrative (2/2)

- Refer to Appendix B in the DSHII Application Instructions for detailed guidance.
- Sample Budget Justification Narrative available on the DSHII TA Website.
- Funding request in the Budget Justification Narrative must align with the amounts in the Federal Object Class Categories form.

Federal Object Class Categories Form

- Collects federal and non-federal funding (if any) distribution across budget categories.
- Covers the 12 month funding period (9/1/2016 – 8/31/2017).
- Costs in Federal Object Class Categories Form should align with Budget Justification Narrative.

Total Proposed Budget		Amount	
Section 330 Federal funding (from Total Federal - New or Revised Budget on Section A – Budget Summary)		\$75,000	
Non-Federal funding (from Total Non-Federal - New or Revised Budget on Section A – Budget Summary)		\$15,500	
Total		\$90,500	
Budget Categories			
Object Class Category	Federal	Non Federal	Total
a. Personnel	N/A	N/A	N/A
b. Fringe Benefits	N/A	N/A	N/A
c. Travel			
d. Equipment	\$45,000	\$5,500	\$50,500
e. Supplies	\$2,000		\$2,000
f. Contractual	\$28,000	\$10,000	\$38,000
g. Construction	N/A	N/A	N/A
h. Other			
i. Total Direct Charges (sum of a-h)	\$75,000	\$15,500	\$90,500
j. Indirect Charges			
k. Total Budget Specified in Section A - Budget Summary (sum of i-j)	\$75,000	\$15,500	\$90,500

Equipment List Form

- **Proposals that include equipment costs must include an Equipment List form.**
- **Equipment: Tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$5,000.**
 - Only enter equipment items with a unit price equal to or greater than \$5,000 in the Equipment List form. Equipment that does not meet the \$5,000 threshold should be listed in the Supplies line item.
- **If federal costs for the Equipment line item are not included in the Federal Object Class Categories form (row d), then this form is not applicable.**

Fields with * are required

Add Equipment Information	
* Type	<div>Select One Clinical Non-Clinical</div>
* Description	<input type="text"/> (Maximum 50 Characters)
* Unit Price (\$)	<input type="text"/>
* Quantity	<input type="text"/>

Cancel Save and Continue

Participant Response Question 2

Answer: A and B.

Which of the following sample costs should I include on the Equipment List form? Select all that apply.

- A. EHR enhancement at \$6,000 each for 1 item**
- B. New server at \$9,000 each for 1 item**
- C. Laptop computers at \$1,000 each for 6 items
- D. Upgraded reporting software training for staff at \$5,000 each for 1 contract
- E. All of the above

Project Overview Form (1/2)

Proposal Development:

- **Assess the most effective uses of DSHI funding to enhance the health center's health IT by:**
 1. Reviewing these resources available on the DSHI technical assistance website:
 - The Health IT Resources and Tools List
 - The Network Guide
 2. Consulting, as appropriate, with the following HRSA strategic partners:
 - State Primary Care Association (PCA)
 - Health Center Controlled Network (HCCN)
- **The results of the assessment should guide decision-making when developing the proposed activities and determining an appropriate budget.**

Project Overview Form (2/2)

Completing the Application:

- **Step 1: Select one or more of the Activity Categories to be addressed:**

- Applicants may not modify or propose additional Activity Categories.
- Indicate if the proposed activities will enhance telehealth services.

Activity Categories:

- Equipment and Supplies Purchase
- Health Information System Enhancements
- Training
- Data Aggregation, Analytics, and Data Quality Improvement Activities

- **Step 2: Respond to the three required Project Narrative questions.**

- Project Narrative responses must be consistent with rest of the application.
- Responses should be no longer than 1,500 characters each (approximately 1/2 page).

Project Narrative: Need

Need:

1. Describe the health center's need for health IT enhancements to:
 - Support the transition to value-based models of care,
 - Improve efforts to share and use information to support better decisions, and/or
 - Increase engagement in delivery system transformation.

Project Narrative: Response

Response:

- 1. Describe the proposed health IT enhancements and how they will respond to described needs.**
 - Include details about how these enhancements will build the health center's capacity while leveraging resources available from partner organizations to maximize impact.
- 2. Provide a realistic timeline that lists the implementation steps and expected outcomes of the proposed health IT enhancements detailed in Response Item 1.**
 - The timeline must show that all supplemental funding will be expended within 12 months of award.

REMINDERS AND RESOURCES

Notification of DSHII Application

- **Authorizing Officials, Business Officials, and Project Directors at all eligible health centers received an email via EHB on June 20, 2016 that includes the following:**
 - Link to DSHII application in EHB.
 - Eligibility code to access the application.
 - Required breakdown of funding based on current special population/sub-program funding proportions.

Application Submission

- Applications must be completed electronically and submitted in EHB **by 5 p.m. EST on July 20, 2016.**
- To submit an application in EHB, you must have the ‘Submit’ privilege.
 - If you are not the AO, a “Submit to AO” button will be displayed at the bottom of the Submit page for you to notify the AO that the application can be submitted to HRSA.
- **Note: Ensure you leave adequate time for the AO to complete the submission process prior to the deadline.**

Application Review

- Awards anticipated to be announced in September 2016.
- Active SAM.gov registration is required at time of award.
- HRSA reserves the right to request a rebudgeting of funds if an application is not fully responsive to the application requirements, or if ineligible activities are proposed.
- HRSA will assess applicants' grant status prior to award. Awards will not be made if a health center has:
 - 5 or more 60-day program requirement-related conditions or
 - 1 or more 30-day program requirement-related conditions.

DSHII Technical Assistance Website

<http://bphc.hrsa.gov/programopportunities/fundingopportunities/DSHII/index.html>

- DSHII Application Instructions
- Health IT Resources and Tools List
- HCCN Guide (known as ‘The Network Guide’)
- EHB Application User Guide
- Frequently Asked Questions
- Sample Budget Justification Narrative
- Blank copies of application forms (for reference)
- Presentation slides and recording of TA webinar

Technical Assistance Contacts

Assistance Needed	Contact
Technical Assistance Resources	DSHII Technical Assistance Website http://bphc.hrsa.gov/programopportunities/fundingopportunities/DSHII/index.html
Program related questions	DSHII Technical Assistance Team bphcdshii@hrsa.gov
Budget or other fiscal questions	Mona D. Thompson mthompson@hrsa.gov
Electronic submission issues	BPHC Helpline 1-877-974-BPHC (2742) Send email through Web Request Form